



Standards & Assessment NOTES

California Department of Education
Jack O'Connell, State Superintendent of Public Instruction

July 2004

California High School Exit Examination (CAHSEE)

2004–05 Project Calendar and Scheduling Guidelines Posted to Internet

The CAHSEE project calendar for the 2004–05 school year has been posted to the Educational Testing Service (ETS) CAHSEE Web site at <http://www.ets.org/cahsee>. The project calendar contains ordering and pre-identification (pre-ID) file deadlines for each administration, as well as material delivery and return dates. This summer, data correction windows and return dates for student score reports will be added to the project calendar.

Also posted on this Web site is the new document *Scheduling Guidelines During 2004–05 School Year*. This document, which details scheduling options, should be used in conjunction with the CAHSEE project calendar to select an administration schedule for the 2004–05 school year.

Upcoming Deadlines for September 2004 Administration

On July 12, the window for ordering materials for the September 2004 administration will open. On July 27, the window for submitting a pre-ID file for the September 2004 administration will open. The deadline for ordering materials for the September 2004 administration will be at 3:00pm on July 23, and the deadline for submitting the pre-ID file will be at 3:00pm on August 18. A supplemental shipment order cannot be placed unless an initial order was placed prior to the July 23 deadline for ordering materials.

CAHSEE Pre-ID File Format and Answer Documents Made Consistent with the Standardized Testing and Reporting (STAR) Program

As of June 1, 2004, the CAHSEE pre-ID file format and answer documents are aligned with the STAR pre-ID file

format and answer document. The two primary changes are: (1) the right justification of the student identification number and (2) the change of options for National School Lunch Program (NSLP) participation to "yes/no."

Parent and Guardian Notification Packet Available Soon

Beginning in grade nine, students and their parents/guardians must receive written notice of the CAHSEE requirement from their school district. This notice must be provided at the beginning of the school year. By August 1, the California Department of Education (CDE) will release *Notifying Parents and Guardians for the 2004–05 School Year* to assist school districts in providing this notification. This assistance packet, which will be posted to CDE's CAHSEE Web site at <http://www.cde.ca.gov/ta/tg/hs>, will include a sample notification flyer and suggestions for informing parents about the CAHSEE.

Release of 2003–04 Aggregate Exam Results

The release of 2003–04 aggregate CAHSEE results has been moved from October to August 16. Results will now be available prior to the release of Adequate Yearly Progress (AYP) results. The CAHSEE data is being used for high school AYP. District and County CAHSEE coordinators were e-mailed letters in June and July regarding this change and reminded that it is important to correct February and March data.

The file that CDE receives at the end of July will be used for posting test results as well as for posting AYP data. This file will have the corrections made by school districts through July 13. Another correction window will open after the first posting and will be available August 6–30.

The 2003–04 aggregate results at the school, school district, county, and state levels will be posted to CDE's DataQuest Web site at: <http://data1.cde.ca.gov/dataquest/>. School districts and the media will be given restricted access to this site prior to the public access date. CDE will

release an assistance packet to help in the interpretation and use of the aggregate results.

2003–04 Score Interpretation Materials Available Soon

In August, the updated “Interpreting CAHSEE Scores” materials for the 2003–04 test administrations will be posted to CDE’s CAHSEE Web site. The materials include information regarding: (1) the weighting of the writing task on the English-language arts portion of the exam, (2) raw to scale score conversions for each portion of the exam, and (3) the proficient and advanced scores on the CAHSEE for No Child Left Behind (NCLB) reporting.

2003–04 Released Test Questions

This fall, CDE will release 20 new math test questions (RTQs) and 19 new English-language arts RTQs (18 multiple-choice questions and one writing task). All test questions appeared on the CAHSEE one or more times during the 2003–04 school year. These new RTQs will be added to the current RTQ documents that are available on CDE’s CAHSEE Web site.

Special Education Questions and Answers

This summer, CDE will release a “questions and answers” document to respond to the most frequently asked questions about the CAHSEE and special education students. This document will include information on the local-level waiver process.

CAHSEE Revised Regulations

On July 7, the State Board of Education approved an agenda item that proposed revisions to the CAHSEE regulations. This item is out to the public for a 45-day public comment period. The purposes of the proposed revisions are: 1) to ensure that the regulations conform with the regulations for other California testing programs (e.g., global changes for “test publisher” to “test contractor” and “test administrator” to “test examiner”); 2) to make technical corrections (e.g., Individualized Education Program not Plan); 3) to add data fields that are now required because CAHSEE is being used for state Academic Performance Index (API) and federal NCLB accountability purposes; and 4) to specify that school districts will be held responsible for data correction costs associated with not completing data corrections by the deadlines specified by the test contractor, so that mandated reporting timelines can be met (*Education Code* Section 60851[e]). Test coordinators are encouraged to review and comment on the proposed revisions to the regulations through the public comment process.

CAHSEE and STAR Dates Not in Conflict

To eliminate overlap in CAHSEE and STAR test dates, the STAR writing test has been moved to March 1–2, 2005 and April 26–27, 2005.

Maintaining School District Information on ETS CAHSEE Web Site

To ensure that districts receive correspondence from ETS regarding CAHSEE administrations, including e-mail communications and test material shipments, it is critical that the following pieces of information on ETS’ CAHSEE Ordering Web site (<http://cahsee.ets.org>) be accurate:

- District testing coordinator contact information
- School site information, including new or closed sites
- Order information for upcoming 2004–05 administrations

It is the district’s responsibility to ensure the accuracy of these data each year. Districts can receive assistance in updating the data by calling the ETS CAHSEE Support Line at 1-800-241-5687 or by sending an e-mail to cahsee-support@ets.org.

New CAHSEE Contract

The current contract for the administration of the CAHSEE, which is held by ETS, expires this summer. The new contract, which ETS also holds, will run through June 2007. Districts should not encounter any interruptions during the transition from the current contract to the new contract.

More Information

Questions about the topics covered in this document, or about the CAHSEE program, should be directed to CDE’s CAHSEE Office at (916) 445-9449.